

**TIRE MAINTENANCE AND REPAIR TECHNICIAN***Class Definition*

Under general supervision, repairs, replaces, and maintains an inventory of tires, tubes, and wheels used on construction equipment, trucks, and automobiles.

*Distinguishing Characteristics*

Tire Maintenance and Repair Technician is the advanced level class in the Tire Maintenance and Repair series. Incumbents are responsible for the repair, replacement, and supply of tires, tubes, and wheels used on heavy trucks, automotive, and construction equipment. Reporting to Supervisor level personnel, the Tire Maintenance and Repair Technician may provide lead direction to other equipment service personnel. This class is distinguished from other equipment repair classes by its special emphasis on tire maintenance and repair. Incumbents may be required to work outdoors under sometimes adverse climatic and hazardous conditions.

*Typical Tasks*

(This list is neither inclusive nor exclusive. Consequently, this information may not reflect Essential Functions for this class.)

Repairs worn or defective tires, tubes and wheels used on heavy trucks, construction equipment, and automobiles.

Mounts and balances tires and matches the diameter and tread design of replacement tires with tires already installed on heavy trucks, construction equipment, and automobiles.

Determines cause for tire wear and notifies driver and mechanics of problems.

Inspects heavy truck and construction equipment tires for compliance with minimum tread requirements.

Maintains an inventory of tires, tubes and wheels available for field and drive-up replacements; reorders tires, tubes, wheels, and other tire maintenance items.

Prepares vehicle condition reports.

Assigns and supervises tire maintenance and repair activities; inspects work of subordinates upon completion.

Operates portable power equipment used in repairing worn or defective tires, tubes, and wheels.

Performs related duties as required.

*Knowledge, Abilities, and Skills*

Knowledge of the methods, materials, tools and techniques used in the repair/replacement of tires, tubes and wheels used on construction equipment, trucks and automobiles.

Knowledge of the occupational hazards and safety precautions of the trade.

Ability to diagnose defects in worn tires, tubes, and wheels for tire wear.

Ability to adapt available tools and repair parts to specific repair problems.

Ability to maintain an adequate supply of tires and related parts using a manual inventory system.

Ability to provide lead direction to subordinate employees.

Ability to understand and carry out written and oral instructions.

Skill in the use and operation of tools and machinery used in repairing worn or defective tires, tubes and wheels.

*Minimum Qualifications*

Two years of full-time experience, or equivalent, in repairing and replacing heavy truck and/or construction equipment tires.

*Special Requirement*

Depending on assignment, must possess a valid Class C California Driver's License at time of appointment, and acquire a valid Class B license within 30 days of appointment and maintain a valid Class B California Driver's license for the entire term of employment in this class.

APPROVED: \_\_\_\_\_  
Director of Administrative Services

DATE: \_\_\_\_\_